

Univ Rept
T

(1-12)

Toronto, University of Faculty of Arts.
Council

UNIVERSITY
OF TORONTO

*[Ex-officio members, teaching staff...
etc.]*



COUNCIL
OF THE
FACULTY
OF ARTS
1947-1948





Council of the Faculty of Arts

1947-1948

EX-OFFICIO MEMBERS

Sidney Earle Smith, K.C., M.A., LL.B., LL.D., D.C.L.

President of the University

William Robert Taylor, M.A., PH.D., D.D.

Principal of University College

Walter Theodore Brown, M.A., PH.D., LL.D.

President of Victoria University

Rev. Reginald Sidney Kingsley Seeley, M.A., D.D., LL.D.

Provost of Trinity College

Rev. Louis Joseph Bondy, M.A., PH.D.

Superior of St. Michael's College

Samuel Beatty, M.A., PH.D., F.R.S.C.

Dean of the Faculty of Arts

William Stewart Wallace, M.A., F.R.S.C.

Librarian of the University

TEACHING STAFF OF THE UNIVERSITY

Donald Stuart Ainslie, M.A., PH.D.

Elizabeth Josephine Allin, M.A., PH.D.

Fulton Henry Anderson, M.A., PH.D., F.R.S.C.

John Murray Anderson, M.A., PH.D.

Charles Allan Ashley, B.COM.

Carl Edmund Atwood, M.S.A., PH.D.

Frederick Clyde Auld, K.C., M.A., B.C.L.

Dixon Lloyd Bailey, B.A., M.S., PH.D., F.R.S.C.

Donald Chesley Baillie, M.A.

William Harold Trevor Baillie, M.A., M.D.

Marvin William Bannan, B.A., PH.D.

Colin Barnes, M.SC., PH.D.

Fred Earl Beamish, M.A.

Karl Schofield Bernhardt, M.A., PH.D.

Vincent Wheeler Bladen, M.A., F.R.S.C.

Wilhelm Emet Blatz, M.A., M.B., PH.D.

Edward Alexander Bott, O.B.E., B.A.
 Alexander Brady, M.A., PH.D., F.R.S.C.
 Arthur Albert Brant, M.A., PH.D.
 Richard Brauer, PH.D., F.R.S.C.
 Peter Henry Brieger, PH.D.
 George Gordon Brown, M.A., PH.D.
 George Williams Brown, M.A., PH.D., F.R.S.C.
 Francis Harold Buck, B.COM.
 John David Burk, B.A.
 James Tresawna Burt-Gerrans, PHM.B., M.A., PH.D.
 Eli Franklin Burton, O.B.E., B.A., PH.D., F.R.S.C.
 Juan Cano, A.M., PH.D.
 Samuel Delbert Clark, M.A., PH.D.
 Leslie Charles Coleman, C.I.E., B.A., PH.D.
 Charles Fraser Comfort
 John Convey, M.SC., PH.D.
 Alan Freeth Coventry, B.A.
 Harold Scott Macdonald Coxeter, B.A., PH.D., F.R.S.C.
 Edward Horne Craigie, B.A., PH.D., F.R.S.C.
 Malcolm Franklin Crawford, M.A., PH.D., F.R.S.C.
 Donald Grant Creighton, M.A., F.R.S.C.
 Frederick Richard Crocombe, M.A.
 Kathleen May Crossley, B.A.
 Archibald William Currie, B.A., B.COM., D.COM.SC.
 Robert MacGregor Dawson, M.A., D.SC., F.R.S.C.
 Edmund de Chasca, PH.D.
 George Henry Duff, M.A., PH.D., F.R.S.C.
 John Richardson Dymond, O.B.E., M.A., F.R.S.C.
 William Thomas Easterbrook, PH.D.
 George Alexander Elliott, M.A.
 John Bright Ferguson, B.A., F.R.S.C.
 Jacob Finkelman, K.C., M.A., LL.B.
 Kenneth Clarke Fisher, M.A., PH.D.
 Ralph Flenley, M.A., B.LITT., F.R.S.C.
 Dorothy Florence Forward, M.A., PH.D.
 Madeleine Alberta Fritz, M.A., PH.D., F.R.S.C.
 Frederick Ernest Joseph Fry, M.A., PH.D.
 William Stanley Funnell, M.A.

George Parkin de Twenebrokes Glazebrook, M.A.
 Emilio Goggio, M.A., PH.D.
 Andrew Robertson Gordon, O.B.E., M.A., PH.D., F.R.S.C.
 Thomas Anderson Goudge, M.A., PH.D.
 James Walter Graham, M.A., PH.D.
 Byron Alexander Griffith, M.A., PH.D.
 Conrad Hess Haagen, PH.D.
 Douglas Howell Hamly, M.A., PH.D.
 William John Knox Harkness, M.A.
 Charles William Merton Hart, M.A.
 John Frederick Heard, M.A., PH.D.
 Stewart Grenville Hennessey, B.COM.
 John Humphrey Hodgson, M.A.
 Frank Scott Hogg, A.M., PH.D.
 Archibald Gowanlock Huntsman, B.A., M.D., F.R.S.C.
 Frederick Palmer Ide, M.A., PH.D.
 Leopold Infeld, PH.D., F.R.S.C.
 Harold Adams Innis, M.A., PH.D., LL.D., D.ÈS.SC., F.R.S.C.
 Henry John Cunningham Ireton, M.A., PH.D.
 Herbert Spencer Jackson, B.A., PH.D., F.R.S.C.
 William Paul McClure Kennedy, M.A., LITT.D., LL.D.,
 F.R.S.C.
 John Davidson Ketchum, M.A.
 Cypra Cecilia Krieger, M.A., PH.D.
 George Burwash Langford, B.A.SC., PH.D., F.R.S.C.
 Raymond Robert Langford, B.SC., PH.D.
 Adolf John Victor Lehmann, M.SC.
 Donald James LeRoy, M.A., PH.D., F.R.S.C.
 William Line, O.B.E., B.SC., M.A., M.ED., PH.D.
 Harold Amos Logan, A.B., PH.D., F.R.S.C.
 William Marcus Dill Long, M.A., PH.D.
 Frederick Reginald Lorriman, B.E.M., M.A., PH.D.
 John Wood MacArthur, M.A., PH.D., F.R.S.C.
 Henry Reid MacCallum, A.M.
 William Jarvis McCurdy, A.M., PH.D.
 Donald James McDougall, M.A.
 Donald Chalmers MacGregor, B.A.
 Thomas Forsyth McIlwraith, M.A., F.R.S.C.

Edgar Wardwell McInnis, M.A.
 Robert William McKay, M.A., PH.D.
 Alexander MacLean, B.A.
 Crawford Brough Macpherson, B.A., M.SC.
 Chester Martin, M.A., LL.D., F.R.S.C.
 Victor Ben Meen, M.A., PH.D.
 Austin Donald Misener, M.A., PH.D.
 Elwood S. Moore, M.A., PH.D., F.R.S.C.
 Walter Wilson Moorhouse, M.A., PH.D.
 Lorne Thompson Morgan, M.A., PH.D.
 Charles Roger Myers, M.A., PH.D.
 Mary Louise Northway, M.A., PH.D.
 Jack Horace Parker, M.A., PH.D.
 Gordon Cummings Patterson, M.C., B.A.
 Martin Alfred Peacock, A.M., PH.D., D.SC., F.R.S.C.
 Irvine Rudsdale Pounder, M.A., PH.D.
 Richard Arthur Preston, M.A., PH.D.
 Donald Fulton Putnam, B.S.A., PH.D.
 Florence Mary Quinlan, M.A., PH.D.
 James Jamieson Rae, M.A., PH.D.
 James Reekie, B.SC., PH.D., F.R.S.
 Richard Richmond, M.A., PH.D.
 Walter Alexander Riddell, M.A., PH.D., LL.D.
 David Anton Frederick Robinson, M.A., PH.D.
 Gilbert de Beauregard Robinson, M.B.E., B.A., PH.D., F.R.S.C.
 Linnaeus Joslyn Rogers, B.A.SC., M.A.
 Loris Shano Russell, B.SC., M.A., PH.D., F.R.S.C.
 Mary Dinsmore Salter, M.A., PH.D.
 John Satterly, M.A., D.SC., F.R.S.C.
 Richard Merrill Saunders, M.A., PH.D.
 Norris Edward Sheppard, M.A.
 Harold Boyd Sifton, M.A., PH.D., F.R.S.C.
 Frederick Gordon Smith, M.SC., PH.D.
 Hugh Grayson Smith, M.B.E., B.A., PH.D., F.R.S.C.
 James Herbert Soper, M.A., PH.D.
 Arthur Francis Chesterfield Stevenson, M.A., PH.D., F.R.S.C.
 George Tatham, M.A., PH.D.
 Griffith Taylor, B.E., B.A., D.SC.

Frank Hawkins Underhill, M.A.
Edmund Murton Walker, B.A., M.B., F.R.S.C.
Norma Ford Walker, B.A., PH.D.
McClelland Barry Watson, E.D., M.S.C., B.A.SC., C.E., M.E.
William John Webber, B.A.
Harry Lambert Welsh, M.A., PH.D.
Frank Ellsworth Waring Wetmore, B.SC., M.A., PH.D.
Joseph Oscar Wilhelm, B.SC., M.A.
Bertie Wilkinson, M.A., PH.D.
Ralph Elmore Williamson, A.M., PH.D.
John Tuzo Wilson, O.B.E., M.A., PH.D.
George F. Wright, B.SC., PH.D.
Jessie Gertrude Wright, M.A., PH.D.

TEACHING STAFF OF UNIVERSITY COLLEGE

John Gordon Andison, A.M., PH.D.
Gilbert Bagnani, D.LITT.
Claude Thomas Bissell, M.A., PH.D.
Hermann Boeschenstein, PH.D.
William Hall Clawson, M.A., PH.D.
Ernest Abell Dale, M.A.
Norman Jamieson Endicott, B.A., B.LITT.
Barker Fairley, M.A., PH.D., F.R.S.C.
Robert Duer Claydon Finch, B.A.
Robert John Getty, M.A.
Douglas Ewart Hamilton, M.A., D.PAED.
Thure Hedman, PH.B.
Geoffrey Elwood Holt, M.A., MUS.BAC.
Harold Llewelyn Humphreys, M.A., PH.D.
François Charles Archile Jeanneret, B.A., D. ÈS L.
Eugene Joliat, B.A., D. DE L'U.
Robert Strachan Knox, M.A.
William John McAndrew, M.A.
William Stewart McCullough, M.A., B.D.
John Ford Macdonald, M.A.
James Robertson MacGillivray, M.A., PH.D.
Theophile James Meek, B.A., B.D., PH.D., D.D., F.R.S.C.
Gilbert Norwood, M.A., D.LITT., F.R.S.C.

Eric Trevor Owen, M.A.
Francis Ethelbert Louis Priestley, M.A., PH.D.
Clarence Dana Rouillard, A.M., PH.D.
Marcus Donald Campbell Tait, M.A.
William Pitkin Wallace, B.A., PH.D.
Ronald James Williams, M.A., B.D.
Harold Sowerby Wilson, B.A., PH.D.
Fred Victor Winnett, M.A., PH.D.
Arthur Sutherland Pigott Woodhouse A.M., F.R.S.C.

TEACHING STAFF OF VICTORIA COLLEGE

Robert Karl Arnold, PH.D.
Harold Bennett, B.A., PH.D.
Kathleen Hazel Coburn, M.A., B.LITT.
*Alta Lind Cook, B.A.
Victor de Beaumont, A.M.
*Daniel de Montmollin, L. ÈS L.
Joseph Fisher, B.A., B.LITT.
Herman Northrop Frye, M.A.
Frederick Archibald Hare, M.A.
John Allan Irving, M.A.
*Ruth Infield Jenking, M.A.
*Gordon Lincoln Keyes, B.A., PH.D.
Alexander Lacey, A.M., PH.D.
Rev. Charles Whitney Leslie, M.A., B.D., PH.D.
Kenneth MacLean, B.A., PH.D.
*Jessie Macpherson, M.A., PH.D.
*John W. Peckham, M.A.
Edwin John Pratt, C.M.G., M.A., PH.D., F.R.S.C.
Laure Rièse, DIP.D'E., M.A., PH.D.
Hartley Grant Robertson, B.A., PH.D.
John Daniel Robins, M.A., PH.D.
Donald Oakley Robson, B.A., PH.D.
William Ewart Staples, M.A., PH.D.
John Alvin Surerus, B.A.
William Hilliard Trethewey, M.A., PH.D.
Moffatt, St. Andrew Woodside, M.A.

*Assessor.

TEACHING STAFF OF TRINITY COLLEGE

Sinclair MacLardy Adams, M.A.
Arthur Edward Barker, M.A., PH.D.
Philip Albert Gillett Child, A.M., PH.D.
Ernest Abell Dale, M.A.
George Edison, M.A., PH.D.
John Charles Garrett, M.A.
William Leonard Grant, M.A., PH.D.
George Maximilian Antony Grube, M.A.
Rivers Keith Hicks, A.M.
William Temple Ernest Kennett, M.A., PH.D.
Mossie May Kirkwood, M.A., PH.D.
Cecil Lewis, M.A.
Rev. Matthew Truran Newby, M.A.
Rev. Derwyn Randolph Grier Owen, M.A., PH.D.
William Selby Rogers, M.A., PH.D.
Gordon Herbert Roper, M.A., PH.D.
Laila Cordelia Scott, M.A.
Mary Estelle White, M.A.

TEACHING STAFF OF ST. MICHAEL'S COLLEGE

*Rev. Victor Benjamin Brezik, M.A., L.M.S., PH.D.
Rev. Alexander Joseph Denomy, M.A., PH.D.
Rev. James Wilfred Dore, M.A., B.PAED., PH.D.
Etienne Gilson, D. ÈS L., PH.D., D.LITT., LL.D.
Rev. John Michael Kelly, M.A.
Rev. Vincent L. Kennedy, M.A., L. ÈS L., D.ARCH.
*Rev. Leo Jerome Klem, M.A.
Lawrence Edward Michael Lynch, M.A., L.M.S., PH.D.
Very Rev. Edmund Joseph McCorkell, M.A., LL.D.
*Rev. Terence Patrick McLaughlin, B.A., J.C.D.
Herbert Marshall McLuhan, M.A., PH.D.
Rev. Joseph Thomas Muckle, M.A., F.R.S.C.
Rev. William Bernard O'Toole, M.A.
Anton Charles Pegis, M.A., PH.D.
Rev. Edward Leonard Rush, M.A., PH.D.
Rev. Lawrence Kennedy Shook, M.A., PH.D.
Rev. Basil F. Sullivan, M.A.

*Assessor.

REPRESENTATIVES IN THE
DEPARTMENT OF RELIGIOUS KNOWLEDGE

Rev. Charles Rudolph Feilding, B.A., B.D. *Trinity College*

Rev. Hubert Patrick Coughlin, M.A., S.T.D.

St. Michael's College

Rev. John Stanley Glen, M.A., PH.D., B.D., D.TH.

Knox College

Rev. Benjamin William Horan, M.A., B.D.

Wycliffe College

Rev. Kingsley John Joblin, B.A., B.D.

Emmanuel College

FACULTY OF MEDICINE

Donald Thomas Fraser, M.C., B.A., M.B., D.P.H., F.R.S.C.

Reginald Evan Haist, M.A., M.D., PH.D.

Donald Young Solandt, M.A., M.D., PH.D., D.P.H., F.R.S.C.

Hardolph Wasteneys, PH.D., F.R.S.C.

James Crawford Watt, M.A., M.D.

Arthur Marshall Wynne, M.A., PH.D., F.R.S.C.

FACULTY OF APPLIED SCIENCE
AND ENGINEERING

Edgar Alfred Allcut, M.SC., M.E.

Thomas Richardson Loudon, V.D., B.A.SC.

Henry Harrison Madill, O.B.E., B.A.SC.

Ernest Albert Smith, M.A.

Albert Russell Zimmer, B.A.SC.

FACULTY OF HOUSEHOLD SCIENCE

Jessie Bruce Brodie, A.M., PH.D.

Mary Doreen Smith, M.A., PH.D.

FACULTY OF FORESTRY

Arthur Stephen Michell, B.SC.F.

FACULTY OF MUSIC

Leo Smith, MUS.B.

Albert Trout Laidlaw, B.A.

Secretary

Standing Committees

APPLICATIONS AND MEMORIALS

The President of the University	}	<i>Ex-officio</i>
The Dean of the Faculty		
The Principal of University College		
The Dean of Victoria College		
The Provost of Trinity College		
The Superior of St. Michael's College		
Professor Bernhardt	Professor McAndrew	
Professor Glazebrook	Professor McCullough	
Professor Long	Professor Leslie	
Professor A. MacLean	Professor Woodside	
Professor Morgan	Professor Hicks	
Professor Rae	Professor Lewis	
Professor Welsh	Professor Sullivan	

Chairman—The Dean

EXAMINATIONS

The President of the University	}	<i>Ex-officio</i>
The Dean of the Faculty		
The Principal of University College		
The Dean of Victoria College		
The Provost of Trinity College		
The Superior of St. Michael's College.		
Professor F. H. Anderson	Professor Clawson	
Professor Duff	Professor H. S. Wilson	
Professor Finkelman	Professor K. MacLean	
Professor Parker	Professor Trethewey	
Professor Richmond	Professor Grube	
Professor Webber	Professor McLuhan	

Chairman—The President

UNDERGRADUATE STUDIES

The President of the University	}	<i>Ex-officio</i>
The Dean of the Faculty		
The Heads of the Arts Colleges		
The Registrars of the Arts Colleges		
The Chairmen of the Committees on the Pass		
Course, the Pass Course for Teachers, the General Course, the Course in Commerce and Finance, Religious Knowledge Options, and Standards for Entrance.		
<i>Classics</i>		Professor O'Toole
<i>English Language</i> <i>and Literature</i>		Professor Shook
<i>Greek and Hebrew</i>		Professor Meek
<i>Hebrew and Ancient History</i> .		Professor Newby
<i>Latin and English</i>		Professor Grube
<i>Latin (French or Greek</i> <i>Option)</i>		Professor Getty
<i>Modern History and Modern</i> <i>Languages</i>		Professor Saunders
<i>Modern Languages</i>	{	Professor Knox Professor MacGillivray Professor de Beaumont Professor Lewis Professor Goggio
<i>Oriental Languages</i>		Professor Staples
<i>Art and Archaeology</i>	{	Professor Brieger Professor Graham
<i>Law</i>		Professor W. P. M. Kennedy
<i>Modern History</i>		Professor C. Martin
<i>Music</i>		Professor L. Smith
<i>Philosophy</i>	{	Professor F. H. Anderson
<i>Philosophy (Eng. or Hist.</i> <i>Opt.)</i>		
<i>Political Science and</i> <i>Economics</i>	{	Professor Dawson Professor Macpherson

<i>Psychology</i>	Professor Bott
<i>Sociology</i>	Professor Clark
<i>Mathematics</i> <i>Physics</i>	{ Professor Pounder Professor Infeld Professor Ireton Professor Hogg Professor Beamish
<i>Chemistry</i>	
<i>Physics and Chemistry</i> . . .	
<i>Physics and Geology</i> . . .	
<i>Chemistry</i>	
<i>Biology</i>	{ Professor E. M. Walker Professor Jackson
<i>Biology and Physics</i> . . .	
<i>Food Chemistry</i>	Professor M. D. Smith
<i>Geography</i>	Professor G. Taylor
<i>Geological Sciences</i>	Professor Moore
<i>Household Economics</i> . . .	Professor Brodie
<i>Physiology and Biochemistry</i> .	Professor Wasteneys

Chairman—The Dean

PASS COURSE

The President of the University	} <i>Ex-officio</i>
The Dean of the Faculty	
Professor G. G. Brown	Professor Winnett
Professor McDougall	Dean Bennett
Professor MacGregor	Professor J. Fisher
Professor Salter	Professor Robins
Professor H. G. Smith	Professor Scott
Professor Bagnani	Professor Shook
Professor Rouillard	

Chairman—Professor Robins

PASS COURSE FOR TEACHERS

The President of the University	} <i>Ex-officio</i>	
The Dean of the Faculty		
Professor W. H. T. Baillie		Professor A. MacLean
Professor Bernhardt		Professor Preston
Professor Goudge		Professor Tatham
Professor Griffith		Professor Andison
Professor Logan		Professor Clawson
Professor Lorriman		

Chairman—Professor Bernhardt

GENERAL COURSE

The President of the University	} <i>Ex-officio</i>	
The Dean of the Faculty		
Professor Ainslie		Professor McAndrew
Professor Hamly		Professor H. S. Wilson
Professor MacCallum		Professor Surerus
Professor McInnis		Professor Woodside
Professor G. de B. Robinson		Professor Child
Professor Ford Walker		Professor Hicks
Professor Wetmore		Professor Sullivan

Chairman—Professor McInnis

COURSE IN COMMERCE AND FINANCE

The President of the University	} <i>Ex-officio</i>	
The Dean of the Faculty		
Professor Ashley		Professor Innis
Professor Auld		Professor MacGregor
Professor D. C. Baillie		Professor Macpherson
Professor Bladen		Professor Morgan
Professor Brady		Professor G. C. Patterson
Professor Buck		Professor Sheppard
Professor Creighton		Professor Boeschenstein
Professor Crocombe		Professor Finch
Professor Currie		Professor Hicks
Professor de Chasca		Professor Dore
Professor Hennessey		

Chairman—Professor Ashley

RELIGIOUS KNOWLEDGE OPTIONS

The President of the University	} <i>Ex-officio</i>
The Dean of the Faculty	
Principal Taylor	Professor McIlwraith
President W. T. Brown	Professor C. Martin
Provost Seeley	Professor Humphreys
Professor Bondy	Professor Knox
Professor Clark	Professor Winnett
Professor MacCallum	

Chairman—The Dean

TIME-TABLE

The President of the University	} <i>Ex-officio</i>
The Dean of the Faculty	
Professor Beamish	Professor Hare
Professor Hogg	Professor Hicks
Professor Pounder	Professor Kelly
Professor Sheppard	

Chairman—Professor Sheppard

ADMISSIONS

The President of the University	} <i>Ex-officio</i>
The Dean of the Faculty	
The Principal of University College	
The Dean of Victoria College	
The Provost of Trinity College	
The Superior of St. Michael's College	
The Registrar of University College	
The Registrar of Victoria College	
The Registrar of Trinity College	
The Registrar of St. Michael's College	

Chairman—The Dean

STANDARDS FOR ENTRANCE

The President of the University	} <i>Ex-officio</i>
The Dean of the Faculty	
Principal Taylor	Professor Jeanneret
Dean Bennett	Professor Macdonald
Professor Bondy	Professor McAndrew
Professor Lorrigan	Professor Wallace
Professor Quinlan	Professor Lacey
Professor Saunders	
Professor Sifton	

Chairman—Professor Macdonald

SPECIALIST CERTIFICATES

The President of the University	} <i>Ex-officio</i>
The Dean of the Faculty	
The Chairman of the Committee on the	
General Course	
<i>Classics</i>	*Professor O'Toole
<i>English</i>	*Professor Macdonald
<i>German</i>	Professor Lewis
<i>French</i>	*Professor Jeanneret
<i>Spanish</i>	Professor G. C. Patterson
<i>History</i>	Professor G. W. Brown
<i>Mathematics</i>	{ *Professor Pounder
	{ Professor Stevenson
<i>Physics</i>	*Professor Ireton
<i>Chemistry</i>	*Professor Lorrigan
<i>Zoology</i>	*Professor E. M. Walker
<i>Botany</i>	*Professor Sifton
<i>Geological Sciences</i>	{ Professor A. MacLean
	{ Professor Meen
<i>Food Chemistry</i>	Professor M. D. Smith
<i>Household Science</i>	*Professor Brodie

Chairman—The Dean

*Member of the Joint Committee of the University and the Department of Education.

REPRESENTATIVES OF THE COUNCIL ON THE
SENATE'S COMMITTEE ON UNIVERSITY
EXTENSION

The President of the University	} <i>Ex-officio</i>
The Dean of the Faculty	
Professor W. H. T. Baillie	Professor A. MacLean
Professor Buck	Professor Underhill

Officers of the Council of the Faculty of Arts

1. The President, who is Chairman *ex-officio* of the Council, shall also be Chairman of the Committee on Examinations.

2. The Dean of the Faculty of Arts shall be Chairman of the Committee on Applications and Memorials and of the Committee on Undergraduate Studies.

3. The duties of the Secretary shall be to take charge of the records and papers of the Council, and to keep the same properly arranged for convenient reference in such place as shall be directed by the Council, and, until such direction, in such place as shall be appointed by the President; he shall keep regular entries, in a form to be approved of by the President, of the names of all persons who shall be candidates for examinations held by the Faculty of Arts, of all examiners who shall from time to time be appointed for the said examinations, and of all such particulars connected with each examination as the President shall direct; he shall conduct all necessary correspondence under the supervision of the President, and keep proper records thereof; he shall attend all meetings of the Council, and keep regular minutes of all the proceedings thereat; he shall attend, as far as possible, all meetings of committees, and keep minutes of the proceedings; he shall prepare all resolutions, reports or other papers, which the Council may direct, and all copies which may be required of any such documents or papers; he shall prepare and countersign all official documents, and generally discharge such other duties as may be assigned to him by the Council or, when the Council is not in session, by the President.

Rules of Procedure

REGULAR MEETINGS

4. Regular meetings shall be held on the Monday preceding the second Friday of October, November, December, January, February, March, April, May and June, except when such Monday is a public holiday, in which case the meeting shall be held on the following Tuesday.

5. The meeting in October shall be the inaugural meeting of the year, and at this meeting the appointment of a committee to strike the standing committees shall precede all other business.

6. A special meeting may, and on requisition of not fewer than twelve members shall, at any time, be called by the chairman, on not less than twenty-four hours' notice, for the transaction of such business only as may be specified in the notification of such meeting.

7. (1) At all regular or special meetings twelve members of those entitled to vote shall form a quorum.

(2) At special meetings for routine business during the long vacation three members of those entitled to vote shall form a quorum.

8. At every meeting the President, or in his absence the Dean, shall preside as chairman, or in the absence of both, a chairman shall be chosen by the members present entitled to vote, or a majority of them.

9. The chairman of each meeting shall conduct the proceedings in conformity with the rules of order enacted by the Council, and in all cases not so provided for, the practice of the House of Commons of Canada shall govern.

DEBATES AND DIVISIONS

10. Any member desiring to speak during a meeting of the Council shall address the chairman.

11. A member called to order shall sit down, but may afterwards explain; the chairman shall decide the point of order, subject to an appeal to the Council, which shall decide the case, but without debate.

12. No member while speaking shall be interrupted by another, except upon a point of order, or for the purpose of an explanation and the member so interrupting shall confine himself to the point of order or the explanation.

13. Any member may require the question under discussion to be read at any time during the debate, but not so as to interrupt a member while speaking.

14. With the exception of the proposer of a substantive motion, who shall be allowed to reply, no member may speak more than once to a question, unless in explanation of a material part of his speech in which he may have been misunderstood, and then he must not introduce new matter.

15. The chairman may take part in a debate on any subject, but before doing so he shall leave the chair and appoint some other member to occupy it until he has spoken.

16. No member shall speak to a question after it has been put by the chairman.

17. All questions which come before the Council shall be decided by a majority of the members present entitled to vote, subject to the provisions of section 36; but in the case of an equality of votes the question shall be deemed to be negatived.

18. The chairman may vote on any question, but no member shall have more than one vote.

19. The chairman shall declare the result of every vote, and on any question except a motion to adjourn the Council or a debate, any member may require the yeas and nays to be recorded.

MOTIONS AND QUESTIONS

20. No matter once disposed of shall be reconsidered before the next inaugural meeting, except by a two-thirds vote of the members present entitled to vote.

21. All motions, except those for the adjournment of the Council or of a debate, shall be put in writing and seconded, before being debated or put from the chair.

22. When a motion has been made and seconded it shall be disposed of, unless the mover, with the consent of the Council, withdraws it or allows it to stand over.

23. When a question is under debate, no motion shall be received by the chairman except for one of the following purposes:

- (1) To adjourn the Council;
- (2) To adjourn the debate;
- (3) To put the previous question;
- (4) To commit;
- (5) To amend.

24. A motion to adjourn the Council or a debate shall always be in order, but no member may speak to such a motion for more than five minutes.

25. A motion to commit shall, until it is disposed of, preclude all amendments to the main question.

26. The previous question shall, until it is decided, preclude all amendments to the main question: it shall be put with the following words: "That the main question be now put"; and if it be resolved in the affirmative, the original question shall be put forthwith, without any amendment or debate.

ORDERS OF THE DAY

27. The following order of business shall be observed by the chairman in bringing matters before the Council at all regular meetings, and no variations from this order shall be allowed, except by a two-thirds vote of the members present entitled to vote, which shall be taken without debate;

- (1) Reading and disposing of the minutes of the last regular meeting and of all intervening special meetings.
- (2) Inquiries.
- (3) Reading and disposing of communications, to be disposed of as read.
- (4) Reading and disposing of reports of standing and special committees, to be disposed of as received.

STANDING COMMITTEES

28. The following shall be Standing Committees for the year, whose duties shall be as defined by the Council from time to time:

- (1) Applications and Memorials.
- (2) Examinations.
- (3) Undergraduate Studies.
- (4) Pass Course.
- (5) Pass Course for Teachers.
- (6) General Course.
- (7) Commerce and Finance.
- (8) Religious Knowledge Options.
- (9) Time-Table.
- (10) Admissions.
- (11) Graduate Studies.
- (12) Standards for Entrance.
- (13) Specialist Certificates.

29. The Council shall appoint annually representatives to serve on the Senate's Committee on University Extension.

30. The President and Dean shall be members *ex-officio* of every Standing Committee; each committee shall elect its own chairman subject to the provisions of sections 1 and 2, and fix the times of its own meetings.

31. Any member of the Council shall have the right to be present at any meeting of any Standing Committee but shall not take part in the Committee's proceedings.

32. Vacancies occurring in a Standing Committee may be filled at any regular meeting of the Council.

33. (1) All written communications on any subject coming properly within the cognizance of any Standing Committee shall stand referred as of course to that committee, which shall report thereon if possible at the next meeting of Council.

(2) Upon receipt of any such communication the Secretary shall forthwith, after acknowledging its receipt, submit it under the direction of the President or Dean to the Chairman of the appropriate committee for consideration.

(3) Any such communications, received too late to be dealt with by the appropriate committee before the next meeting of Council, may, by direction of the chairman of the committee, be read at the meeting of Council; and the Council may, if it sees fit, take them into immediate consideration or otherwise dispose of them.

34. All parts of reports of the Board of Examiners affecting the conduct or behaviour of a candidate when writing upon an examination

shall, unless otherwise ordered by the Council, stand to be dealt with at a meeting subsequent to that at which the report was presented.

AMENDMENTS TO RULES OF PROCEDURE

35. No proposal to amend any of the foregoing rules of procedure shall be considered, except at a regular meeting, and unless notice of the proposed change has been given.

36. None of the foregoing rules shall be suspended at any meeting of the Council except by a two-thirds vote of the members present entitled to vote.

COMMITTEE ON APPLICATIONS AND MEMORIALS

37. The Committee on Applications and Memorials shall consist of the President, the Dean, the heads of the Arts Colleges and fourteen elective members of the Council, of whom four shall form a quorum.

COMMITTEE ON EXAMINATIONS

38. (1) The Standing Committee on Examinations shall consist of the President, the Dean, the heads of the Arts Colleges, and twelve elective members, of whom four shall form a quorum.

(2) All permanent members of the Staff are *ex-officio* examiners, in their respective subjects. The Committee shall, where necessary, recommend to the Council the names of other suitable persons as examiners, and the entire body of examiners shall constitute the Board of Examiners.

(3) The Committee shall appoint presiding examiners and examination-attendants.

(4) The Committee shall name a small Revising Committee, the duties of which shall be the consideration of the details of the examinations, and the preparation of a report on the results thereof for transmission to the Board of Examiners and thence to the Council.

COMMITTEE ON UNDERGRADUATE STUDIES

39. (1) The Standing Committee on Undergraduate Studies shall consist of the President, the Dean, the Heads and Registrars of the Arts Colleges, the Chairmen of the Committees on the Pass Course, the Pass Course for Teachers, the General Course, the Course in Commerce and Finance, Religious Knowledge Options, and Standards for Entrance, and one or more representative members of each graduating department, of whom seven shall form a quorum.

(2) Every proposed change in the courses of instruction and prescription for courses in Arts shall be referred to the said Committee.

(3) The opinion of the teaching staff in each graduating department on any proposed change affecting such department shall be ascertained before the committee reaches a decision and reports thereon to the Council.

COMMITTEE ON THE PASS COURSE

40. The Standing Committee on the Pass Course shall consist of the President, the Dean, and fourteen elective members, of whom three shall form a quorum.

COMMITTEE ON THE PASS COURSE FOR TEACHERS

41. The Standing Committee on the Pass Course for Teachers shall consist of the President, the Dean, and eleven elective members, of whom three shall form a quorum.

COMMITTEE ON THE GENERAL COURSE

42. The Standing Committee on the General Course shall consist of the President, the Dean and fourteen elective members, of whom three shall form a quorum.

COMMITTEE ON THE COURSE IN COMMERCE AND FINANCE

43. The Standing Committee on the Course in Commerce and Finance shall consist of the President, the Dean, and twenty-one elective members, of whom three shall form a quorum.

COMMITTEE ON RELIGIOUS KNOWLEDGE OPTIONS

44. The Standing Committee on Religious Knowledge Options shall consist of the President, the Dean and eleven elective members, of whom three shall form a quorum.

COMMITTEE ON TIME-TABLE

45. The Standing Committee on Time-Table shall consist of the President, the Dean, and seven elective members of whom three shall form a quorum.

COMMITTEE ON ADMISSIONS

46. The Standing Committee on Admissions shall consist of the President, the Dean, the heads of the Arts Colleges, and the Registrars of the Arts Colleges.

COMMITTEE ON STANDARDS FOR ENTRANCE

47. The Standing Committee on Standards for Entrance shall consist of the President, the Dean, and twelve elective members of whom three shall form a quorum.

COMMITTEE ON SPECIALIST CERTIFICATES

48. The Standing Committee on Specialist Certificates shall consist of the President, the Dean, the Chairman of the Committee on the General Course, and sixteen other members, one to be appointed by each of the following departments: Classics, English, German, French, Spanish, History, Physics, Chemistry, Zoology, Botany, Food Chemistry, and Household Science, and two by each of the departments of Mathematics and Geological Sciences, of whom four shall form a quorum.

49. The Standing Committee shall be authorized to name a Subcommittee of nine members, which will act as the representatives of the University on the Joint Committee on Specialist Certificates named by the Department of Education and the University, and to which may be referred for consideration and necessary action any matter respecting Specialist Certificates.